

MINUTES OF THE PLANNING COMMISSION MEETING HELD MAY 18, 2005, AT 6:00 P.M., IN THE COTTONWOOD HEIGHTS CITY COUNCIL CHAMBER

PRESENT: Geoff Armstrong, J. Thomas Bowen, Blaine Davis, Jerri Harwell, Doug Haymore, Jim Keane, Gordon Nicholls, Sue Ryser,

EXUSED: JoAnn Frost

STAFF: Michael Black, Shane Topham, Linda Dunlavy

OTHERS: Kevin R. Bowers, Gay & Wayne Jensen, Dave Robinson

**1.0 PUBLIC COMMENT**

1.1 No public comment was received.

**2.0 FORT UNION SQUARE DEVELOPMENT – 2242 EAST FORT UNION BLVD.**

2.1 City Planner Michael Black explained that the applicant is asking for the right to amend his Conditional Use application. The Planning Commission included a condition that there would be no signage on the north facing walls. After that meeting Mr. Bowers wrote a letter stating that he would not be able to adequately sign the development with this condition. He stated that he would forego a 30-foot sign with 150 square feet of copy space, and replace it with a six-foot tall monument sign with 36 square feet of copy area. In return the City would allow him to advertise on the north facing walls. Staff believes this is a very good compromise.

2.2 Kevin Bowers, representing Wayne and Gay Jensen, stated that he believes this is a compromise that will benefit the City and the applicant; that he will give up the pole sign and comply with the new Sign Ordinance, as shown on submitted renderings.

The monument sign will be placed approximately six feet inside the sidewalk and will be lit internally.

2.3 **MOTION:** Mr. Nicholls moved to approve the amended Conditional Use Permit subject to the City Council lifting the moratorium. The motion was seconded by Mr. Armstrong and passed on a voice vote. Mr. Haymore voted no on this issue.

**3.0 REVIEW OF DRAFT OF THE PROPOSED COTTONWOOD HEIGHTS SIGN ORDINANCE**

3.1 Mr. Black reviewed pictures of different types of signs including monument signs, group monument signs, projecting signs, wall signs, awnings, and specialty signs. Cabinet signs will not be allowed, only channel letter signs. He explained that the design guidelines could incorporate certain conditions.

3.2 Mr. Bowen suggested there be verbiage stating that the signs be compatible with the building.

3.3 Mr. Nicholls said that the length of the sign should be in reasonable proportion to the height.

3.4 Mr. Haymore said that the market should dictate what is used.

4.0 **REVIEW OF COTTONWOOD HEIGHTS GENERAL PLAN LAND USE MAPS AND AREAS OF FOCUS**

4.1 City Attorney Shane Topham distributed a summary of the statutory process to adopt or amend a general plan, land use ordinance, or zoning map.

4.2 Mr. Black said that Staff has met with the general plan consultant and reviewed areas that needed minor corrections.

4.3 Further discussion was held on different aspects of the Land Use Map. Mr. Black explained that the Planning Commission will make their recommendations to the Council and the Council will accept, reject or modify those recommendations.

4.4 Mr. Black asked the Commission to look over the map, and let Staff know of any issues or concerns. He explained that the draft land use map is the General Plan that shows land use designations which are a vision of the future and do not reflect the current zoning for property in all instances. Changes to the Zoning Map will be recommended to the Zoning Map in the form of an ordinance.

4.5 Discussion was held on new urbanism and Mr. Black explained some of the areas in which it might be a good design to use.

4.6 Mr. Bowen suggested that Staff make as many changes as possible, send it back to the Commission for comments or concerns, and send any feedback to all Commissioners.

5.0 **RATIFICATION OF PLANNING COMMISSION POLICIES AND PROCEDURES**

5.1 City Attorney Shane Topham said that he reviewed the Planning Commission Policies and Procedures and found legal issues dealing with decisions going to the Mayor instead of the City Manager as they should have in our form of government; the ethics section was modified and the Ethics Act attached for reference. The Council approved the policies and procedures subject to the Planning Commission's ratification.

- 5.2 Mr. Bowen stated that on Pages 5-6 Items D, and E, it was decided, that the Planning Commission would not require roll call votes. There would be a voice vote and the record would reflect abstentions or dissenting votes.

Mr. Topham will make that change.

- 5.3 **MOTION:** Mr. Davis moved that the proposed Planning Commission Policies and Procedures be approved subject to the amendment regarding voting; and the ratification by the City Council. The motion was seconded by Mr. Armstrong and passed unanimously on a voice vote.

- 5.4 The Commission recommended that any documents that need to be reviewed for changes be redlined.

- 5.5 **AMENDED MOTION:** Mr. Davis amended his motion to include that Page 5 Item B be changed to read: "Public Comment for Information Only". The motion was seconded by Mr. Armstrong and passed unanimously on a voice vote.

6.0 **OTHER BUSINESS (REPORTS BY COMMISSIONERS)**

No reports were given.

7.0 **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT**

a. Update on City Council Actions

No update was given.

b. Review of Schedule for Ordinance Amendments

Mr. Black reviewed the schedule for the ordinance amendments noting that the Planning Commission would like to see the zoning ordinances a priority on the list.

8.0 **APPROVAL OF MINUTES**

- 8.1 Mr. Haymore moved that the minutes be approved as submitted. The motion was seconded by Mr. Davis and passed unanimously on a voice vote.

9.0 **ADJOURNMENT**

- 9.1 Mr. Haymore moved to adjourn. The motion was seconded by Mr. Davis and passed unanimously on a voice vote. The business meeting adjourned at 7:25 p.m.